

ORION ALTERNATIVE AND MANDARIN IMMERSION

School Site Council Agenda

December 16th 3-4 pm

Join Zoom Meeting

**[https://rcsdk8-net.zoom.us/j/3081105609?
pwd=QmE1UTlrSUpPcnQ4S21pQWtHMWpzUT09](https://rcsdk8-net.zoom.us/j/3081105609?pwd=QmE1UTlrSUpPcnQ4S21pQWtHMWpzUT09)**

Meeting ID: 308 110 5609

Passcode: orion1

Responsibilities of School Site Council:

Review, modify, and evaluate the annual Single Plan for Student Achievement.

The school has a Mandarin Immersion program offering 21st-century learning wherein students become bilingual and bi-literate.

The school offers an Alternative Education Program that meets 21st-century learning. It offers a nurturing learning environment where students develop positive values of self-reliance, initiative, kindness, resourcefulness, courage, creativity, and joy.

AGENDA

Time	Facilitator	Topic	Description
			<p>Review <u>SSC Ground Rules</u></p> <p>Christina Luke Luna (Co-op Program Parent Representative, Year 2)</p> <p>Winnie Chen (Principal)</p> <p>Cathy Schechter (Teacher, Year 2)</p> <p>Michelle Chen (Teacher)</p> <p><i>Elva Wu (Teacher, Support Staff, Year 2)</i></p> <p><i>Shijia Liu (Teacher)</i></p> <p>Chenchen Gong (Teacher, Year 2)</p>
3:00 pm	Steve	Call to order	<p>Steven Jeuck (Co-op Program Parent Representative)</p> <p>Paul Derby (Co-op Program Parent Representative)</p> <p><i>Joe Ballou (Co-op Program Alternate)</i></p> <p>Tracy Lee (MI Program Parent Representative)</p> <p><i>Mindy Ye (MI Program Parent Representative)</i></p> <p>Tara Charles (MI Program Parent Representative)</p> <p>Oscar Flores (MI Program Alternate)</p>
		Roll call	
3:05	Steve	Introductions SSC Members, please leave cameras on	Confirm attendance of representative members Notetaker: Paul Derby
3:10	Steve	Announce Agenda & review meeting communities	Approve agenda and meeting minutes from <u>November 19th, 2025</u>

3:15	Winnie	Principal Update - Budget Q & A	<ul style="list-style-type: none"> • <u>Update from the RCSD Strategic Resource Alignment committee</u> • <u>(Review Pnly) Family Responses: District and Orion Annual Need Assessment</u> • <u>25-26SY Orion School Budget with Carry Over Overview</u> • <u>Budget Priorities based on SPSA Goals and Need Assessment Survey</u> • Q & A
3:55	Steve	Open discussion	Guests are welcome to speak and ask questions on agenda items only.
4:00 pm	Steve	Adjournment	Thank you

Notes:

Present:

- Christina Luke Luna (Co-op Program Parent Representative, Year 2)
- Winnie Chen (Principal)
- Michelle Chen (Teacher)
- Chenchen Gong (Teacher, Year 2)
- Steven Jeuck (Co-op Program Parent Representative)
- Paul Derby (Co-op Program Parent Representative)
- Tracy Lee (MI Program Parent Representative)
- Mindy Ye (MI Program Parent Representative)
- Tara Charles (MI Program Parent Representative)
- Oscar Flores (MI Program Alternate)

Absent:

- Cathay Schechter
- Elva Wu
- Shijia Liu

- Joe Ballou - alternate

Meeting minutes - motion to approve (Paul), seconded (Tara), approved.

District Budget Cuts

Resource: <https://www.rcsdk8.net/our-programs-and-services/our-superintendent/community-engagement-and-collaboration/rcsd-strategic-resource-alignment/nov-24-2025-committee-meeting-3>

The district is in an exploratory phase. No final decisions have been made. January 13 is a key opportunity for participation and advocacy, after which the district will begin discussing budget reductions line by line. More clarity is expected in late January, particularly once initial enrollment numbers are finalized.

District Budget Items that Impact Orion

- **IEP Administrative Coverage:** Currently, the district funds substitute administrators to sit in on IEP meetings when site administrators are unavailable. This is necessary for compliance, as IEP meetings require a credentialed administrator and can last anywhere from one to four hours. The district is considering cutting this coverage next year. If that happens, the burden would fall directly on site principals. At Orion, this would significantly reduce Principal Winnie's availability for school operations and disciplinary support, particularly at upper grades.
- **Guest Teachers (Substitutes):** Guest teachers are used to release classroom teachers for planning days, parent meetings, and legally required IEP/504 meetings. If district funding is reduced, the site would either need to pay for substitutes using its own funds or require teachers to attend meetings after school hours, with additional paid time. Either option increases site-level costs or staff strain.
- **Site Management:** No principals are being cut. However, some middle schools will move from two vice principals to one due to declining enrollment in upper grades. Orion does not have a VP, so this change does not directly affect the site.
- **TK:** No TK reductions have been decided. More information is expected in late January, after the first enrollment priority window closes. TK classes cannot be combined with other grades and require teachers with early childhood credentials and specific coursework, which limits staffing flexibility. There is currently a very small pool of qualified TK teachers.
- **Zoom:** The district will not be renewing its Zoom license.
- **SPED:**
 - SPED services address academic, behavioral, and social-emotional needs. When concerns arise, the school collects data for approximately six to eight weeks before involving district specialists, with parent consent required at each step. Support may include intervention teachers, school psychologists, behavior analysts, or 1:1 aides for students with more significant needs.

- If the district cannot provide required services internally, it must pay for private programs, which significantly increases costs. The district maintains a 3% reserve budget for these situations, especially when students requiring services move into the district unexpectedly. Costs may decrease as students leave the district, transition to high school, or move to other districts.
- For TK and kindergarten students, many arrive with evaluations from preschool programs and participate in transition meetings. Formal evaluations are typically delayed until first grade, as early development can be difficult to assess accurately.

Orion Site Budget: 2026–27

- **Staffing Overview:** For the 2026–27 school year, the district allocation does not include a vice principal, a full-time English intervention teacher, or a full-time mental health counselor. In response, Orion has chosen to fund part-time English intervention and contract part-time mental health services through One Life Counseling. These services are currently at capacity, with a waiting list.
- **Funding history:** Orion’s site funding has dropped substantially, from approximately \$665k in 2024 to \$273k projected for 2026, a reduction of roughly \$274k to support about 550 students. At this point, PTO funding exceeds site discretionary funding by more than two times.

Orion Funding Sources (High-Level)

- District & LCAP funding: Part-time interventions, TOSA support
- Measure U (~\$131k): Core academics, art/music, teacher retention, technology
- Prop 28 (~\$75.5k): Art and music (with higher allocations for Bayside schools)
- Site supplemental funding (\$42k): Enrollment-based
- Site discretionary (\$58k): Yard duty, copier/printer rental, basic operations
- PTO & external funding: Climate science, tutoring, Mathnasium, enrichment programs

Staffing and Program Impacts

A district reduction affects the MTSS TOSA position (.5 FTE, approximately \$76k). Other key funded programs include music instruction, PE, SEL programs (Wayfinder and SEL Toolbox), PBIS activities, field trips, Mandarin language support, handwriting curriculum, math enrichment licenses, and WIN block materials. Many of these are partially or fully dependent on PTO funding or one-time carryover.

Instructional & Student Support Priorities

- **Student Well-Being and SEL:** Funding supports SEL curricula, PBIS, art and music, cultural learning, and classroom supplies, with a focus on attendance and reducing chronic absenteeism.
- **Multilingual Learners:** Priorities include instructional coaching and professional development for TK–2 teachers, bilingual family engagement efforts, and Mandarin intervention support. Participation in some parent programs has been low.
- **Academic Support:** Academic interventions include English and Mandarin intervention teachers, instructional aides, STEAM instruction, WIN blocks, and after-school tutoring. Tutoring is currently supported by both paid teachers and parent volunteers but is not a formal ELL intervention program. Demand exceeds available spots.

Yard Duty and Parent Volunteers

Parent volunteers help cover yard duty, but challenges include inconsistent attendance, lack of training in student supervision, and the risk of insufficient oversight during conflicts. While volunteers reduce staffing pressure, lack of supervision can increase the risk of incidents. There is interest in developing clearer guidance for volunteers and providing parent education on SEL language and expectations.

25-26 SY Funding:

Orion 25-26 Budget .xlsx - (carryover) 25.26 prelim budget.pdf

January Meeting

January will be critical for budget discussions and advocacy. There is currently no confirmed commitment from PTO or RCMIS to fund TOSA support beyond January 30. A parcel tax is likely to appear on the June ballot, making advocacy especially important. Teachers are encouraged to speak at board meetings.

Key open questions include which services can realistically be preserved, how to prioritize rising service costs, and how many students are currently benefiting from tutoring and Mathnasium programs, which are at full capacity.

Calls for Support

The school is seeking additional support through:

- Yard duty volunteers
- Tutoring volunteers
- Donations to the PBIS star ticket store

- Increased participation in PTO fundraising and meetings